

Potterne Parish Council

To: **Members of the Council**

You are summoned to attend a **MEETING OF POTTERNE PARISH COUNCIL**
at **Potterne Village Hall on Wednesday 6th October 2021 from 7.30-9.00pm**

Press & Public are invited to attend.

Karon Van Den Bergh - Clerk to the Council. 30/09/2021

AGENDA

1. **7.30-7.35pm Welcome and Apologies**
2. **7.35-7.40pm Declaration of Members' Interests**
To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
3. **7.40-7.45pm Minutes of Meeting held on 1st September 2021**
To resolve that the minutes of the meeting of the Council held on the 1st September be approved for signing as a correct record.
4. **7.45-7.50pm Action Tracker Update**
5. **7.50-8.00pm Open Session**
There will be an open session for 10 minutes so that the public can place questions to the Council to be discussed at the next meeting if confirmed in writing.
6. **Wiltshire Councillor Update – Tamara Reay, Devizes Rural West**
7. **8.00-8.15pm Steve Dewar, Wiltshire YFC Team Leader & Rural Youth Worker**
To discuss how the Parish Council can help support Youth Work in the village.
8. **8.15-8.20pm Road Safety, Vehicle Parking and Public Transport (SC/CT)**
 - a. Wiltshire Council Action Table (PAPER 1)
 - b. Easement/No Parking Sign 56 Blounts Court
 - c. Speed Indicator Devices – Height of Battery
9. **8.20–8.25pm Leisure Facilities, Appearance and Environment (NP/DH)**
 - a. Ryeleaze Field – Notices to Ban Dogs (PAPER 2)
 - b. Grounds Maintenance
 - c. Consideration as to whether a regular handyman should be employed.
10. **8.25-8.30pm Community and Learning (CC/KC)**
 - a. School Sub-Committee
 - b. Cemetery Sub-Committee
11. **8.30-8.35pm Footpaths and Cycleways (PA/DH)**
12. **8.35-8.40pm Grant Applications (RR)**
13. **8.40-8.45pm Residential Development (RHG/RC/PA)**

21/01500/PNCOU <i>Comments by</i> 13/10/2021	APPEAL – Agricultural Buildings to the West of A360 Devizes Road	Application under Class Q to determine if prior approval is required for a proposed change of use and conversion of an agricultural building to a residential dwelling.
PL/2021/08334 <i>Comments by</i> 13/10/2021	Brandon House, 1a Brownleaze Lane, Potterne, Devizes SN10 5PA	Dormer window to existing garage roof attic. Single storey hall linking garage, utility and

		house. Rear single storey garden room off breakfast room.
PL/2021/08745 <i>Comments by 27/10/2021</i>	1 Coxhill Lane, Potterne, Devizes, SN10 5PH	Proposed replacement garage.

14. 8.45-8.50pm Bank Signatories

Annual approval of current Bank Signatories

Lloyds Bank, Full access and authorities, two signatories needed on all transactions

Currently: Peter Balls (Chairman), Nesta Pudney, Robert Hunt-Grubbe and Karon Van Den Bergh (Clerk)

No changes to be made

National Savings: Full access and authorities, two signatories needed on all transactions

Currently: Peter Balls (Chairman), Nesta Pudney, Robert Hunt-Grubbe and Karon Van Den Bergh (Clerk)

15. 8.50-8.55pm Audit 2020-2021 Closure

Notice of External Audit and Audit Certificate 2020-2021 (PAPER 3)

16. 8.50-8.55pm Correspondence

17. 8.55-9.00pm Finance:

a. Agree accounts to be paid and transfer of sufficient funds to pay accounts:

<i>Payable to</i>		<i>Net</i>	<i>VAT</i>	<i>Gross</i>
Karon Van Den Bergh	Administration Costs	552.50		552.50
Brian Wilks	Repairs to Cemetery Gate; Painted Rails at Ryeleaze Crossing	200.00		200.00
PFK Littlejohn LLP	Annual Governance & Accountability Return for year ended 31 March 2021	200.00	40.00	240.00
Village Hall	Hire 01/09/2021	18.00		18.00
SSE	Electricity	6.30	.31	6.61
		976.80	40.31	1017.11
Inter account transfer:				
Date: 06.10.2021		Amount:	1000.00	

18. Burial Fees Received

None.

19. Items to be considered for the Agenda for the next Meeting.

20. Date of next meeting: 3rd November 2021, 7.30-9.00pm, Village Hall, Potterne

21. Close meeting